

~~CONFIDENTIAL~~

4 March 1960

MEMORANDUM FOR: All Members or Alternates of the
OTR Education Committee

SUBJECT : Scheduled Meeting

1. A meeting of the OTR Education Committee will be held on 24
March 1960 at 1300 hours in the OTR Conference Room, Building [REDACTED]

2. This meeting will consider the Training Report Forms. Previous
information on this subject was submitted to each of you by memo of
12 January 1960, which included three tentative recommendations.
In this connection, DTR "stressed brevity of information items and
standardization of format wherever possible." It would be desirable
at this meeting to resolve this issue and make specific recommenda-
tions to DTR as to format(s) and procedure(s) of rating student achieve-
ment for the various types of training programs within OTR. It would
be very helpful if you would bring with you sample format(s) (eleven
copies) of the Training Report Form(s) which you believe necessary
for the training programs you represent and which relate as closely
as possible to the three recommendations. [REDACTED] will
chair this section of the meeting.

Distribution:

Orig. - DTR thru C/PPS

1 - [REDACTED]
1 - [REDACTED]
1 - [REDACTED]
1 - [REDACTED]
1 - [REDACTED]
1 - [REDACTED]
1 - [REDACTED]
1 - [REDACTED]
1 - [REDACTED]
1 - [REDACTED]

[REDACTED]
Educational Specialist

OTR/PPS: [REDACTED]:nld (29 Feb 60)

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This document part of [REDACTED] of
integrated [REDACTED] required
prior to individual classification [REDACTED].

FOR NO. BOX NO. FLD NO. DOC. NO. 59 NO. CHANGE
IN CLASS/VIDEO/CLASS CHANGED TO [REDACTED] S C RET. JUST 22
NEXT REV DATE 07 REV DATE [REDACTED] TYPE DOC. 02
NO. PGS / [REDACTED] ORG COMP 11 OPI 11 ORG COMP 2
REV CLASS C REV COORD. AUTH: HR 70-3